

Certification
of a Part 142
Training Center

Objective

Upon completion of this lesson, you will be able to:

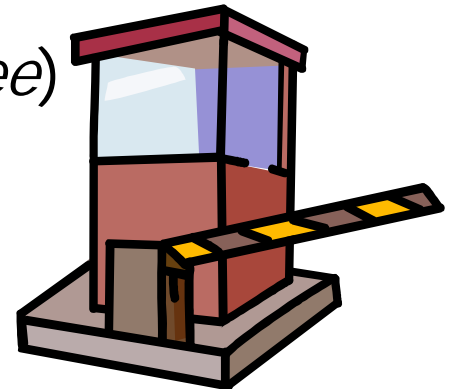
Accomplish certification of a Part 142
Training Center using the *4 Phase* and 3
Gate certification process

Overview

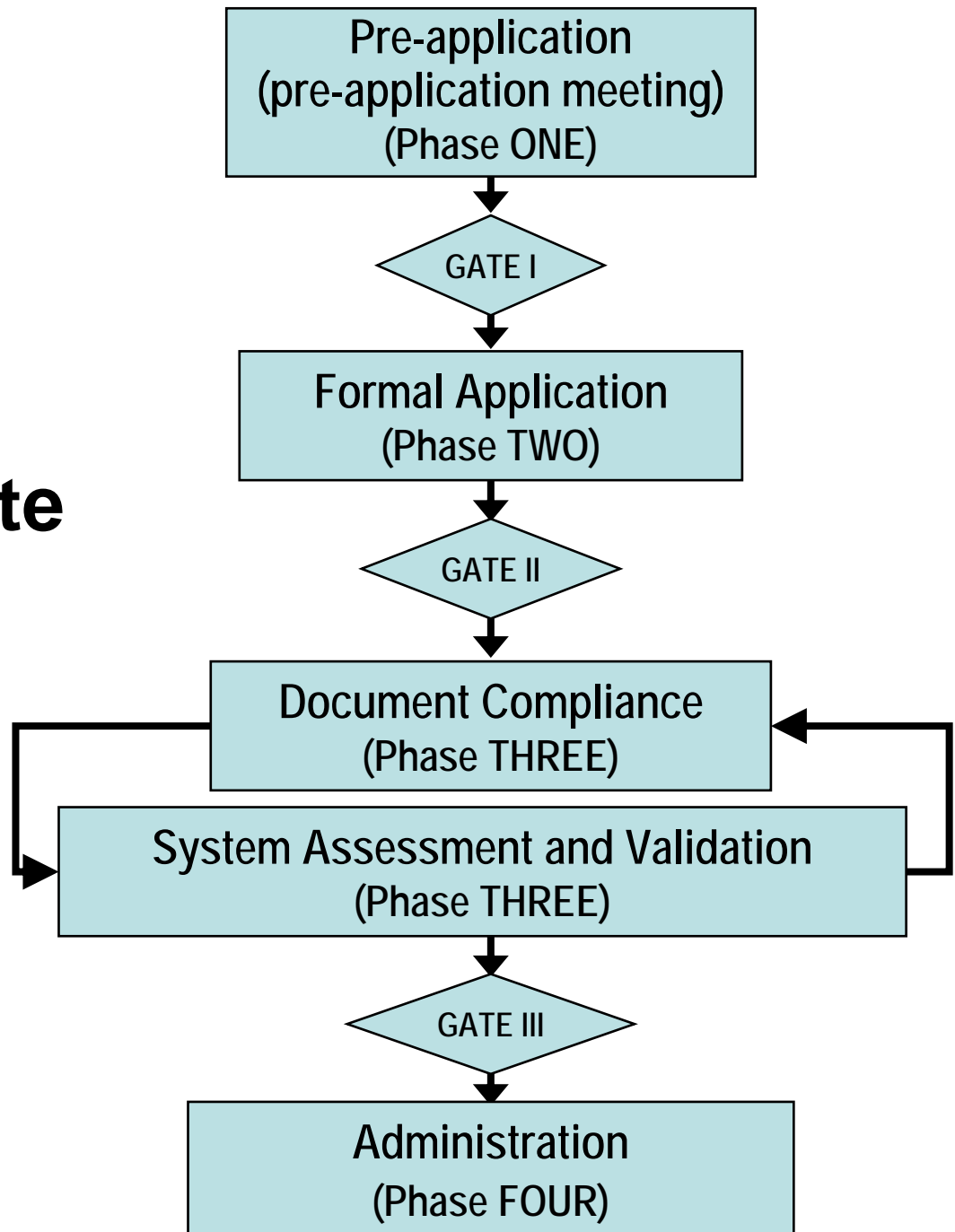
- The 4 Phases of the Certification Process
- Gate System
- Effectiveness of Center Management
- Effective training of Students, Instructors and Evaluators
- Quality Control Measures
- Foreign center certification and renewal
- Training Facilities
- Recordkeeping requirements

Gate System Overview

- Gate I
(follows completion of *Phase One*)
- Gate II
(follows completion of *Phase Two*)
- Gate III
(follows completion of *Phase Three*)



Training Center Certification Phase and Gate Process



Pre-Application (*Phase ONE*)

Pre-Application *Phase One*

Pre-application
Letter of Intent



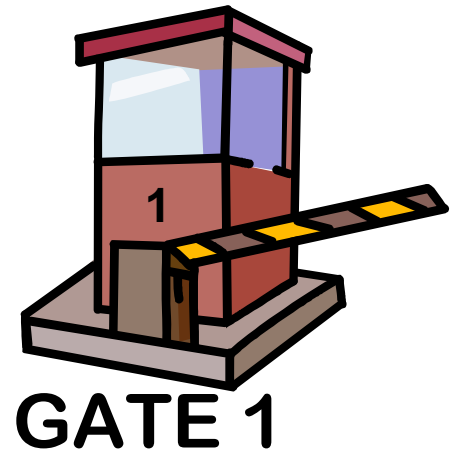
Preliminary
Schedule of Events

Organization Structure
and Management

Pre-Application Meeting



FAA Acceptance of
Pre-application Letter of Intent



Preliminary Applicant Discussions

- Initial inquires, request
- Certification process overview
- Referral to Part 142 website (187 if appropriate)
- Pre-application checklist (PAC)
- Simulator or AFTD only
- Pre-application Letter or Statement of Intent – submissions in electronic and hard copy
- Schedule Pre-application meeting
- Applicants must complete the necessary training to qualify for issuance of automated Training Specifications prior to the completion of the certification process

Next Steps

- Gate I complete
- If applicant fails to fulfill requirements of Gate 1, return Letter of Intent with recommendations
- If applicant fulfills requirements, progress to Formal Application Phase - Certification Team is formed

Formal Application ***(Phase Two)***

Formal Application

Phase *TWO* - letter includes:



Corporate Name/DBA

Instructor/Evaluator
Training Curriculum

Company Policy/
Ops Manual

Facility Description
(& Personnel Qualifications)

Quality Control Measures
& Safety Mgt Systems

Training Agreements

Lease and Contracts

Waivers/Deviations



Management
Qualifications



Recordkeeping
System

Schedule of Events



FTE, Maintenance (inclu
Inspection/SCIGs)



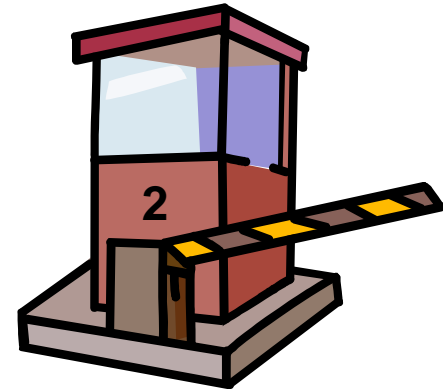
Proposed NST Evaluation

Compliance Statement



Training Curriculum
/Courseware

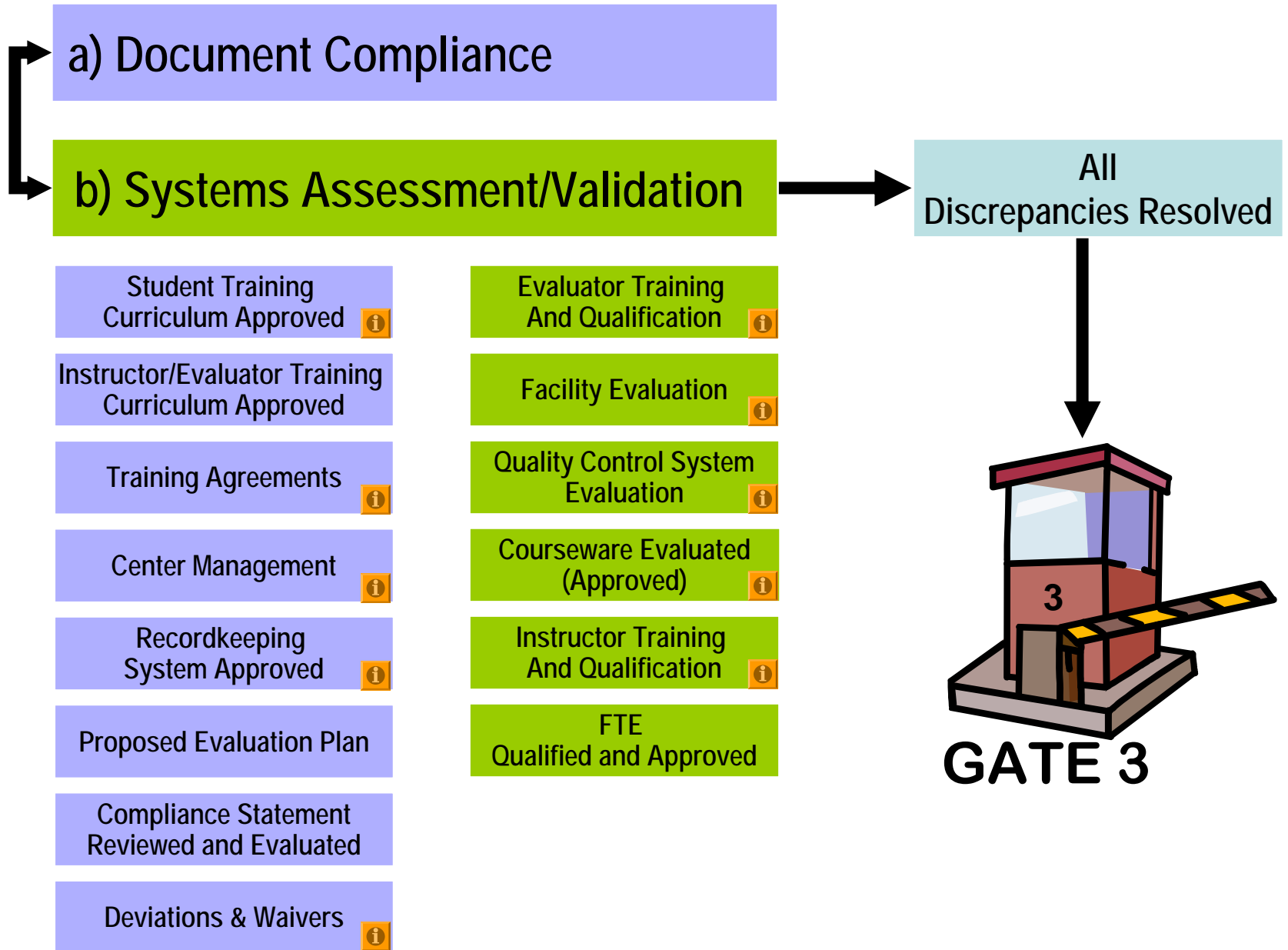
Proposed Eval Authorizations
& Training Specifications



GATE 2

- a) Document Compliance
and**
 - b) Systems Assessment and
Validation**
- (Phase THREE)***

(Moving toward Gate III)



Phase THREE:

a) Document Compliance

- Review of all documents submitted as part of the Formal Application
- Determine if documents contain the required information and are in compliance with FAA guidance, standards and the regulations
- Approval/Acceptance or rejection/revision of written submissions

APPROVED**ACCEPTED**

Training Agreements 2-1153, C 3 1) d) 2	Formal Letter of Application – 2-1153 B 4)
Student, Instructor, Evaluator Training Curriculum 2-1153, C 1) h) 1	Company Policy/OPS Manual
Management Personnel	Schedule of Events
Lease and Contract Agreements 2-1153, C 3 d)1	Proposed Evaluation Authority
Waiver/Deviations 2-1153, C1) 3 d)3	
Courseware, Core and Specialty, Checklists not prepared by manufacturer 2-1153, C 1) h) 1&2	
Pictorial means of Pre-flight inspection - 2-1153, C h) 2	
FTDs, FTE Maintenance, Simulators SCIGs — 2-1153, C 3 e), f), g)	
Facilities 2-1153 D 2) a)	
Record Keeping/Training records 2-1153 C 1)i	

b) Systems Assessment and Validation

(Phase THREE)

(Moving toward Gate III)

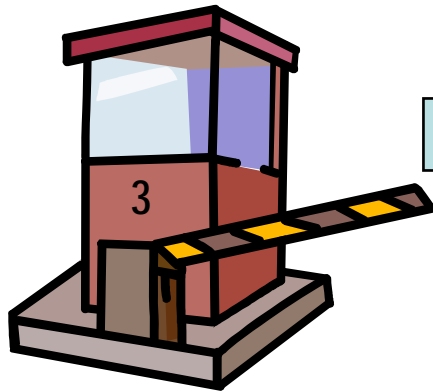
Phase THREE:

b) Systems Assessment/Validation

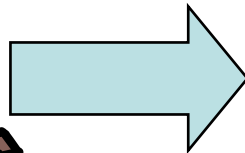
- Validate training curricula and courseware are approved/accepted
- Observe training and qualification of instructors/evaluators and that sufficient instructors & evaluators are trained and designated
- Inspect facilities, equipment, training programs, personnel, and systems proposed by the applicant for compliance with requirements and submitted documents
- Validate Nat'l Sim Team has qualified and approved Simulators/FTDs
- Approve Simulators and Flight Training Devices, Qualify rotorcraft simulators and FTDs IAW AC120-63
- Validate the effectiveness and applicability of quality control measures
- Validate TSA and foreign national training requirements are in place

Phase *FOUR*, Administration

Administration – *Phase FOUR*



GATE 3



Final Certificate Number



Automated Training Specifications
Issued



Training Center Certificate
Issued



VIS Information Entered

FAA Office Files Established



Administrative Requirements

- Complete CSOP documentation
- Finalize LDR code
- Complete entry of VIS – verify VIS is correct and complete
- Prepare Certification report:
 - Final compliance Statement
 - Formal Application Letter
 - Summaries of Difficulties
 - Copy of Certificate, Training Specifications
- Complete and all PTRS entries
- Retain and file all required documentation

Practice Exercise

